

State of New Hampshire
Department of Health and Human Services
Part C FCESS Interagency Coordinating Council (ICC)



CONFERENCE LINE: <https://global.gotomeeting.com/join/359377613>
United States (Toll Free): 1 866 899 4679
Access Code: 359-377-613

LOCATION: Thayer Building, Squam Conference Room
DATE: 3/6/2020
TIME: 9:30 am - 12:30pm

Meeting Purpose/Goals: ICC is a federally required stakeholder council who reviews current Part C FCESS system updates, programmatic planning, and provides input/recommendations for improvements.

DHHS STAFF:

☒ Kathy Gray, Part C Coordinator ☒ Nancy Lucci, Part C Program Specialist

ICC Committee Members:

☒ Diane Bolduc ☒ Jessica Brown via virtual ☒ Alex Brown via virtual ☐ Jane Hybsh ☐ Kara Buxton ☐ Robin Tierney
☐ Ruth Littlefield ☐ Terry Ohlson-Martin ☒ Melissa Hugener ☐ Dee Dunn Tierney ☒ Gloria Fulmer

Other Attendees: X Sam Burgess via virtual X Anna Lake via virtual X MariBeth Rathburn via virtual X Nicole Bushaw

Meeting Leader: X Michelle Lewis - Chair

Agenda <i>Ground Rules: Please be present and actively engaged; please hibernate technology.</i>				
<i>Time</i>	<i>Topic</i>	<i>Category</i>	<i>Leader(s)</i>	<i>Key Takeaways & Action Items</i>
9:30	<ul style="list-style-type: none"> Welcome, Introductions, Agenda Review and Housekeeping Approval of November 2019 Retreat Notes 	Information	Michelle Lewis	<ul style="list-style-type: none"> Approval of the Minutes from the November 2019 meeting was delayed
9:45	<ul style="list-style-type: none"> Part C Updates <ul style="list-style-type: none"> APR SSIP Part C Grant Logo 	Information	Kathy Gray	<ul style="list-style-type: none"> APR has been submitted and the NH Part C staff are waiting for response from OSEP. SSIP is due by 4/1/2020. NH data shows improved outcomes for males and minority

				<p>group on 3B (knowledge and skills). NH has not yet met the indicating discrepancies between males and females and between whites and minorities have decreased.</p> <ul style="list-style-type: none"> • The Part C Grant proposal is out for public comment. If there are, in fact, any public comments (pro or con\), the next step would be to hold a public hearing. Federal funding of the Part C Grant has increased by 4.1% nationally. NH's has been given approximately \$30,000 of this. These funds are being put into the Supplemental Services funding. • A new logo for NH's FCESS program has been finalized. It has been designed to be usable with or without any words. It is being made available in 3 formats and will, therefore, be usable on paper or on three dimensional objects. • Michelle noted that the State Performance Plan came out for public comment on 2/18/2020. The proposal is for there to be 5 additional years with the SSIP continuing so that the SSIP and the annual plan will be aligned. The suggestion was made to send it out to all of the Directors group. Kathy said that she will send out the link.
10:00	<ul style="list-style-type: none"> • Opening Activity - What is FCESS 	Discussion	Michelle Lewis	<ul style="list-style-type: none"> • The goal here is to have folks be able to understand the coaching aspect of how we provide early intervention in NH and how it

				<p>differs from the medical model. Currently, all of the programs' websites have different ways of explaining who we are and what we do. The intent is to be able to speak with one voice. <i>One issue that arose [and was put into the "parking lot"] is that the billing structure in NH conflicts with the message we are putting forward about coaching. Part of this is the need for the Part C website to be consistent with the messaging from the field, along with the fact that hands on is not required nor forbidden in coaching but IS required for some insurance billing.</i> The Vision Statement has not changed since 2009. We discussed draft language to include "develops and maximizes the child's abilities; 5 entitled services include: evaluation, IFSP, service coordination, transition, and procedural safeguards" with the idea that when / if we provide any of those services, it is to enhance the parents skills not to "fix" the child. It was noted that our language should be designed to encourage parents to follow through on activities, should include joint planning with the staff and the parents, and promote the idea that we are "working through you to your child". <i>Another parking lot issue that arose is the</i></p>
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				<p><i>number of children seen not with their parents but in a childcare setting.</i></p> <ul style="list-style-type: none"> We did an activity (gallery walk) to address 5 questions designed to elicit input on what the messages should be when put into brochure format, the role of the IFSP team, the role of the family and describing the coaching model. We identified that it is important to communicate that FCESS is NH's early intervention program.
11:00	<ul style="list-style-type: none"> Part B 619 updates 	Information	Ruth Littlefield	<ul style="list-style-type: none"> Ruth Littlefield has retired; as of this date, the position is still empty.
11:15	<ul style="list-style-type: none"> Program Survey regarding Family Survey 	Discussion	Michelle Lewis	<ul style="list-style-type: none"> The family outcome survey will be going out on 3/11/20 and is due back by the end of May. We again discussed putting out a survey to providers and directors in order to look at what works to obtain a good rate of return by surveying staff and program directors.
11:45	<ul style="list-style-type: none"> Family Recruitment 	Discussion	Michelle	<ul style="list-style-type: none"> We have a new parent interested in joining ICC. We think it would be helpful to have a recruitment folder for family members. The federal regulations and state rules require 20% of the ICC to be parents and 20% to be FCESS Staff. Jess has offered to do a Facebook page on behalf of ICC to help with recruitment.. In order for staff to be involved, there is a process that would have to be followed.

				<p>Additionally, Part C staff doesn't have the capacity to monitor a FB page.</p> <ul style="list-style-type: none"> • In order to be parent friendly, we discussed the need for quality virtual - attendance, to communicate the importance of parent involvement in ICC. Simply having more parents will make it easier for new parents to get involved. • Actions: Gloria will reach out to welcome the new potential family member. Jess is willing to talk with people. At our June meeting, we will create a subcommittee to address parent involvement. •
12:15	<ul style="list-style-type: none"> • Determining Next Steps 	Discussion	Michelle Lewis	<ul style="list-style-type: none"> • See above.
12:30	<ul style="list-style-type: none"> • Adjourn 			<ul style="list-style-type: none"> • 2020 ICC meetings 9:30 - 12:30 <ul style="list-style-type: none"> ○ April 3, 2020 <i>Canceled due to COVID 19 Pandemic</i> ○ June 5, 2020 ○ August 7, 2020 (if needed) ○ November 6, 2020 ICC Retreat (9:30-3:00)

Respectfully Submitted,

Diane Bolduc, M.Ed., LCMHC
ICC Secretary